

North Scott CSD

North Scott EA

7/1/2006 6/30/2008

NORTH

SCOTT

CSD / EA

06-08

**MASTER CONTRACT**

Between the

NORTH SCOTT EDUCATION ASSOCIATION

and the

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

for the

2006-2008 School Year

Eldridge, Iowa

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ARTICLE I  
RECOGNITION

A. Unit

The Board hereby recognizes the North Scott Education Association as the certified exclusive and sole bargaining representative for all personnel as set forth in the PERB certification instrument (case number 161) issued by the PERB on the 13th day of June, 1975. Such representation shall cover all personnel assigned to newly created professional positions unless the parties agree in advance that such positions are principally supervisory or administrative.

The unit described in the above certification is as follows:

INCLUDED: All full-time and regular part-time professional employees:

librarians, counselors, nurses, and junior high athletic directors; classroom teachers including but not limited to those who may have the following titles - department head, curriculum chairman.

EXCLUDED: Superintendent of schools, assistant superintendent, director of instruction, building principals, assistant principals, high school athletic director and all others excluded by Section 4 of this Act.

B. Definitions

1. The term "Board", as used in this agreement, shall mean the Board of Education of the North Scott School District or its duly authorized representatives.
2. The term, "Employee", as used in this agreement, shall mean all professional employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board.
3. The term "Association", as used in agreement, shall mean the North Scott Education Association or its duly authorized representatives or agents.

ARTICLE II  
GRIEVANCE PROCEDURE

A. Definitions

1. Grievance

A grievance is a claim by an employee, a group of employees or the Association that there has been a violation, misinterpretation, or misapplication of any provision of this agreement.

2. Aggrieved Person

An "aggrieved person" is the person or persons or the Association making the complaint.

3. Party in Interest

A "party in interest" is the person or persons making the complaint and any person, including the Association or the Board, who might be required to take action or against whom action might be taken in order to resolve the complaint.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

## Procedure

### 1. Time Limits

The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

### 2. Year-End Grievance

In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest; the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or within a maximum of thirty (30) days thereafter.

### 3. Level One - Principal or Immediate Supervisor (Informal)

An employee with a grievance shall first discuss it with his principal or immediate supervisor, either directly or with the Association's designated representative, with the objective of resolving the matter informally.

### 4. Level Two - Principal (Formal)

If, as a result of the informal discussion with the principal or immediate supervisor at level one, a grievance still exists, the aggrieved person may invoke the formal grievance procedure through the Association on the form set forth in Schedule A. The grievance form shall be available from the Association representative in each building and said form shall be signed by the grievance and a representative of the Association. A copy of the grievance form shall be delivered to the appropriate principal or immediate supervisor within ten (10) school days of the level one meeting but not later than twenty-five (25) school days of the occurrence giving rise to the grievance.

If the grievance involves more than one school building, it may be filed with the superintendent or his designee within said twenty-five (25) day period. The appropriate principal or immediate supervisor shall indicate his disposition of the grievance in writing within five (5) school days of the presentation of the formal grievance and shall furnish a copy thereof to the Association.

If the aggrieved person or the Association is not satisfied with the disposition of the grievance or if no disposition has been made within the five (5) school day period, the grievance shall be transmitted to level three within ten (10) school days of the step two answer.

5. Level Three - Superintendent

The superintendent and/or his/her designee shall meet with the aggrieved person and the Association within five (5) school days of receipt of the grievance. Within ten (10) school days of receipt of the grievance, the superintendent and/or his/her designee shall indicate his/her disposition of the grievance in writing and shall furnish a copy thereof to the Association.

6. Level Four - Arbitration

- (a) If the aggrieved person or the Association is not satisfied with the disposition of the grievance by the superintendent or his designee or if no disposition has been made within ten (10) school days of receipt of the said grievance, the aggrieved person and the Association shall meet within five (5) school days of disposition of the grievance to discuss the merits of submitting the grievance to arbitration.
- (b) If the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within five (5) school days of the superintendent's step three answer.

- (c) Within ten (10) school days after written notice to the Board of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a written request for a list of arbitrators shall be made to the Public Employment Relations Board (PER Board) by either party. The list shall consist of three arbitrators and the parties shall determine by lot which party shall have the right to remove the first name from the list. The party having the right to remove the first name shall do so within two (2) school days and the other party shall have one (1) additional school day to remove one of the two remaining names. The person whose name remains shall be the arbitrator.
- (d) The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his decision not later than fifteen (15) school days from the date of the close of the hearings or if oral hearings have been waived, then from the date the final statements and proofs on the issues are submitted to him. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator shall not add to, subtract from, or modify the provisions of this agreement and shall be final and binding on the parties.



- (e) The cost for the services of the arbitrator including per diem expenses, if any, and actual and necessary travel, subsistence expenses, and the cost of the hearing room shall be borne equally by the Board and the party in interest. Any other expenses incurred shall be paid by the party incurring same.

D. Rights of Employees to Representation

1. Employee and Association

Any aggrieved person must be present at the informal level of the grievance procedure and at any stage of the grievance procedure may at his/her option be represented and/or accompanied by a representative selected or approved by the Association. When an employee is not represented by the Association, the Association shall have the right to be present at all formal levels as a party of interest and shall have the right to grieve any adjustment of the employee's complaint, starting at step one of the grievance procedure, if such adjustment is inconsistent or contrary to the provisions of this agreement.

2. Reprisals

No reprisals of any kind shall be taken by the Board or by any member of the administration against any party in interest, any representative, any member of the Association or any other participant in the grievance procedure by reason of such participation.

3. Released Time

When a grievance meeting has been scheduled during the working day, said aggrieved person and/or Association representative shall be released without loss of compensation.

E. Miscellaneous

1. Group Grievance

If, in the judgment of the Association, a grievance affects a group or class of employees, the Association may submit such grievance in writing to the superintendent directly and the processing of such grievance shall be commenced at level two. The Association may process such a grievance through all levels of the grievance procedure.

2. Written Decisions

Decisions rendered at level one which are unsatisfactory to the aggrieved person and all decisions rendered at levels two and three of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be transmitted promptly to all parties in interest and to the Association. Decisions rendered at level four shall be in accordance with the procedures set forth in the article on arbitration.

3. Meetings and Hearings

All meetings and hearings under this procedure shall be conducted in private and shall include only witnesses, the parties in interest and their designated or selected representatives, heretofore referred to in this article.

Schedule A  
GRIEVANCE REPORT

# \_\_\_\_\_

\_\_\_\_\_  
Date Filed

\_\_\_\_\_  
School District

\_\_\_\_\_  
Building

\_\_\_\_\_  
Name of Aggrieved Person

Distribution of Form

1. Association
2. Employee
3. Appropriate Supervisor
4. Superintendent

LEVEL II

A. Date Violation Occurred \_\_\_\_\_

B. Section(s) of Contract Violated \_\_\_\_\_

C. Statement of Grievance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Relief Sought \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

E. Disposition by Principal or Immediate Supervisor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or  
Immediate Supervisor

\_\_\_\_\_  
Date

LEVEL III

- A. \_\_\_\_\_  
Signature of Aggrieved Person      Date Received by Supt.
- B. Disposition by Superintendent or Designee \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
Signature of Superintendent      Date  
or Designee

LEVEL IV

- A. \_\_\_\_\_  
Signature of Aggrieved Person      Signature of Association  
President
- B. \_\_\_\_\_  
Date Submitted to Arbitration      Date Received by Arbitration
- C. Disposition and Award of Arbitrator \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
Signature of Arbitrator      Date of Decision

ARTICLE III  
RIGHTS

A. Association Rights

1. Use of Facilities

The Association, through its officers, shall have the right, through arrangement with the appropriate building principal or principal's designee, to the use of the employer's buildings and equipment for purposes of association meetings and to facilitate Association communications to employees. Such buildings and equipment shall not be used in a manner which will interrupt the educational process. The Association shall pay the normal charges, if any, for all materials and supplies incidental to such use.

2. Communications

The Association shall have the right to post notices of activities and matters of Association concern on employee bulletin boards, at least one of which shall be provided in each school building in areas designated for employee use, such as teachers lounges and workrooms but not in areas open to the public or students. The Association may use the district mail service and employee mailboxes for communications to employees.

3. Access to Members

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business or school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.

4. Board Agenda

Board agenda shall be mailed to the Association president before each board meeting. An official representative of the Association shall be allowed to express an opinion regarding all policies which would affect members of the Association.

B. Employee Rights

1. Any employee shall have the right, upon request, to have an Association representative present at any disciplinary interview.
2. Employees needing access to their work areas during non-school hours will continue to make arrangements with the building supervisor during school hours to facilitate this access.

ARTICLE IV  
DUES DEDUCTION

A. Authorization

Any employee who is a member of the Association or who has applied for membership, may sign and deliver to the Board an assignment authorizing payroll deduction of professional dues in the National, State, and local Associations. The form of the assignment shall be as set forth in the Dues Deduction Authorization Form (Schedule B).

B. Regular Deduction

At the option of the employee and pursuant to a deduction authorization form (Schedule B) being on file, the Board shall deduct dues from the regular salary check of the employee in either six (6) or twelve (12) equal monthly deductions.

C. Pro-Rated Deduction

Employees beginning employment after the start of the school year may make alternate deduction arrangements by agreement with the Association and superintendent.

D. Termination

It shall be understood that authorization may be revoked in writing at any time by a thirty (30) day notice to the North Scott School District and to the North Scott Education Association.

E. Transmission of Dues

The Board shall transmit to the Association the total monthly deduction for professional dues within ten (10) school days following each regular pay period and a listing of the employees for whom deduction was made.

F. Other Payroll Deductions

Upon appropriate written authorization from the employee, the Board shall deduct from the salary of any employee and make appropriate remittance for tax sheltered annuities, the Family Credit Union, United Way, the Iowa State Education Association Credit Union. Any new annuities or changes in annuities as allowed by the Internal Revenue Service or Credit Union withholdings or contributions to United Way, must be in the District office the first day of the month to be effective on the salary check mailed no later than the seventeenth (17th) day of each month.

G. Indemnification

The Association agrees to hold the Board harmless for any liability or claims arising from the operation of this article, except any costs or expenses attributable to negligence or malfeasance of the district or its agents.

ARTICLE V  
WAGES AND SALARIES

A. Schedule

1. The salary of each employee, covered by the regular salary schedule, is set forth in Schedule C, which is attached hereto and made a part thereof.
2. An increment equal to 5.0% of the base will be paid to all employees at or beyond BA step 11, BA+15 step 12, BA+30 step 13, MA step 14, MA+15 step 15, and MA+30 step 16. An additional increment of 5% of the base will be paid to all employees at or beyond step 18. An increment of 2.5% of the base will be paid to all employees at step 21 through step 24. An increment of 2.5% of the base will be paid to all employees at or beyond step 25 on the salary schedule. The following increment will be paid to all employees at or beyond step 26 on the salary schedule:

BA+15	=	1.77
BA+30	=	1.88
MA	=	1.99
MA+15	=	2.10
MA+30	=	2.21

B. Placement on the Salary Schedule

1. Adjustment to Salary Schedule

Each employee shall be placed on his/her proper step on the salary schedule as of the effective date of this agreement. Each employee having worked a minimum of 110 actual working days of the contract shall be advanced one vertical step on the salary schedule for each year of service until the maximum of his/her educational classification is reached.

C. Credit for Experience

1. Credit up to ten (10) years on the employee salary schedule shall be given for previous outside experience in a duly accredited school, upon initial employment. Such credit must be within the ten (10) years immediately prior to employment in this district.
2. Equivalent experience, not to exceed five (5) years, in the military, Peace Corps, VISTA, or National Teachers Corps, work and business or industrial experience, may be given upon verification and evaluation in placing an employee new to the system, on the salary schedule.
3. Credit for more than ten (10) years previous experience may be granted to the employee new to the system if agreed to by the Board and the Association.
4. Administrator Returning to Classroom  
If an administrator of the North Scott Community School District returns to the classroom, he will be given credit for previous teaching experience plus experience in the North Scott system in placement on the salary schedule, subject to all other limitations set forth in this article.

D. Educational Lane Advancement

Employees shall be advanced to the appropriate higher educational lane on the salary schedule when the appropriate criteria are met.

1. All hours past B. A. must be graduate hours to count on the salary schedule, unless approved by the superintendent or his designee.
2. All graduate hours must be from a fully accredited institution of higher learning.
3. All graduate work must be directly related to the employee's work assignment or be directly related to the education profession or be approved in advance by the superintendent or his designee.
4. In the event that an employee enrolls in a graduate course for which credit has previously been granted, the superintendent shall have the right to request justification before credit is granted toward lane change.
5. College transcripts or other suitable evidence of the attained credit shall be filed in the Central Administration Office by September 7 of the contract year.
6. In order to advance to the appropriate higher educational lane the following year, employees are required to indicate an intent to advance a lane by filing the district form on or before March 15.



E. Method of Payment

1. Pay Periods

Each employee shall be paid in twelve (12) equal installments via direct deposit or check mailed no later than the seventeenth (17th) of each month. Employees shall receive their checks by United States mail.

2. Exceptions

When a pay date falls on or during a school holiday, vacation, or weekend, employees shall receive their checks before the 20th of the month.

3. Summer Checks

Summer checks shall be mailed to the address designated by the employee.

F. Phase II Salary

1. Employees shall be placed annually upon an index schedule using the same indices as Schedule C, Certified Employees Salary Schedule, according to each's education and experience, including longevity. Employees receiving Phase I supplements shall receive Phase II money equal to the difference between placement on the Phase II schedule and the Phase I supplement. In no instance shall employees receive both Phase I supplements and Phase II payments which total more than the Phase II schedule amount.
2. The base dollar amount of the distribution formula shall be determined annually on the third Friday in September by dividing the total Phase II Supplement by the total index points of all teaching personnel, excluding substitutes, on the distribution schedule.
3. The total dollars for distribution shall be determined annually on the third Friday in September based upon the formula for payment from the state and any Phase II money remaining from the previous year that was not paid out due to staff changes resulting from resignation, termination, or unpaid leaves of absence.
4. The index points of teaching personnel shall be computed on the basis of full time equivalency (FTE), and less than full time employees' pay shall be prorated accordingly.
5. Employees on unpaid leave shall not receive Phase II payment.
6. Phase II payments shall not be subject to coverage under long term disability or workman's compensation insurance.
7. Phase II payments shall be made in ten equal payments from November to August as part of the employee's regular monthly check. In the event the Phase II payment from the state is increased or reduced, payment to teaching personnel shall be adjusted accordingly.

8. FICA and IPERS shall be deducted from the Phase II payment in accordance with the law.
9. Phase II payment shall not be considered a portion of salary under the Early Retirement Policy.

ARTICLE VI  
SUPPLEMENTAL PAY

A. Extra-Curricular Activities

1. Employee participation in official paid extra-curricular activities, which extend beyond the regular in-school day, shall be voluntary whenever possible and shall be compensated according to the rate of pay or other stipulation as set forth in Schedule D.
2. The rate of pay for new extra-duty positions will be negotiated between the Board and the Association.
3. Employees participation in official non-paid extra-curricular activities beyond the regular in-school day shall be voluntary whenever possible.
4. Each employee shall receive a pass for his/her admission to all school sponsored activities.

B. Expenses of Traveling Employees

1. The school district shall provide transportation for employees who are required to travel during the school day or reimburse the employee for the use of his/her private automobile at the State approved rate.
2. Travel to be reimbursed must have prior approval of the supervising principal.

C. Employees, who may be requested and consent to the use of their personal automobiles for field trips and business of the district, shall be paid at the State approved rate.

D. Extended Contracts

Payment for extra time, because of an extended contract beyond the normal 192-day contract, shall be paid at the rate per day of 1/192 of that part of the teaching contract which is determined by the basic salary schedule.

ARTICLE VII  
INSURANCES

A. Types

The Board agrees to make available to all employees working thirty (30) or more hours per normal work week, the following insurance coverage. Part-time employees working more than eighteen (18) hours but less than thirty (30) hours per normal work week are eligible for single health insurance coverage. Part-time employees shall be eligible to purchase coverage, including family coverage, of each insurance program. Part-time employees who have previously had fully paid insurance coverage will continue the same benefits, including the privilege of converting from single to family coverage.

1. Health and Major Medical

Each eligible employee and his or her immediate family members shall be covered by a health and major medical program with 100% of single premiums paid by the District and 90% of the family premium paid by the District that meets the following minimum specifications:

- (a) Hospitalization for a maximum of 365 days at semi-private room rates.
- (b) Medical expenses paid at the Usual and Customary Rate (UCR).
- (c) 80/20 diagnostic x-ray and laboratory service rider which includes both in-patient and out-patient care on the Major Medical plan.
- (d) Major Medical, Hospitalization, and physician expenses shall be subject to \$250 deductible for single and \$500 deductible for family and co-insurance limit of 20% for employees. The maximum out-of-pocket for health and major medical costs, excluding prescription drug costs for a benefit year, shall be \$800 for single and \$1,600 for family.
- (e) Prescription Drug Card is included as part of the medical plan. The co-pay for generic is \$8.00 per prescription with brand co-pay of \$20.00 per prescription with mail order available.
- (f) Major-Medical lifetime maximum of \$2,000,000.
- (g) Pre-admission Certification/Utilization Review and a \$250 penalty for non-compliance per occurrence.
- (h) When two District employees who are married to each other and each are eligible for single health coverage, the family policy premium shall be fully paid by the District.

- (h) A preferred provider program providing for 85/15 co-payments after deductibles and providing that no charges will be made for costs above the usual, reasonable and customary rates when services are performed by one of the listed participating physicians. Use of non-participating physicians shall remain at the 80/20 co-payment rate and shall be subject to charges above the usual, reasonable and customary rate.
- (i) Charges for routine well care (including physical examinations) of up to \$200 of the reasonable charges (per calendar year), will be paid for each covered employee, covered spouse, and covered dependent. No deductible or co-pay shall apply in connection with the following services:
  - (a) Visits to a physician's office for routine physical exams.
  - (b) X-rays, laboratory tests and other diagnostic procedures rendered in conjunction with routine physical exams.

2. Life

Each eligible employee shall be covered by a term-life insurance program paid by the Board that provides a minimum death benefit of \$30,000 double for accidental death.

3. Disability

Each eligible employee shall be covered by a long-term disability insurance program paid for by the Board that provides the following benefits. Benefits shall begin after 90 calendar days or upon termination of the employee's sick leave if greater than 90 days and continue at 60% to age 65 for accident or sickness.

- (a) Monthly maximum of \$5,000.00
- (b) No exclusions on mental or nervous conditions, alcohol, or drug addiction.
- (c) Social Security freeze
- (d) Rehabilitation to be handled on a case by case basis.
- (e) No pre-existing condition or eligibility waiting period.
- (f) Overall income limit of 75% of covered monthly compensation.
- (g) Recurrent disability clause of three (3) months.

- (h) Two-year limitation of job description.
- (i) Minimum monthly benefit of \$50.00
- (j) Continuation of benefits if master policy is terminated.

4. Workmen's Compensation

Each employee shall be covered by workmen's compensation paid for by the Board. Absence due to injury incurred in the course of the employee's employment shall not be charged against the employee's sick leave days when said absence results in salary payment by workmen's compensation.

5. School Liability

All employees shall be covered by a school financed liability insurance covering job related performance of duties.

6. Dental

Each eligible employee shall be covered by a school-paid dental insurance plan equivalent to Delta Dental Plan I. Two District married employees may elect family insurance and the District will pay the equivalent amount of two (2) single premiums toward the cost of the family plan.

7. Optical

Each eligible employee and his or her immediate family members shall be covered by a school-paid optical insurance plan which covers all but a \$5.00 charge for eye examinations, new lenses, and for contact lenses every 12 months, and for new frames every 24 months.

8. Flex Plan

The District shall make available to eligible employees a pre-tax deduction Section 125 Flex II plan to pay for medical insurance premium expenses, dependent care, and other unreimbursed medical expenses.

B. Coverage

The Board provided insurance programs shall be for twelve (12) consecutive months beginning September 1st and ending August 31st. Employees new to the district shall be covered for the remainder of the insurance covered term by the Board provided insurance beginning with the first day of employment. All insurance coverage except worker's compensation shall not cease on employee's 65th birthday if the current policy provides for coverage beyond the 65th birthday and the premium is reasonably commensurate.

C. Descriptions

The Board shall provide each employee a description of the insurance coverage provided herein, in paragraph A (1,2, and 3), within ten (10) days of the beginning of the school year or date of employment which shall include a clear description of the conditions and limits of coverage as provided above. The Board will be responsible for providing insurance information in the form of applications and enrollment meetings. All policies on insurance may be available for inspection by the employee.

D. Continuation

1. In the event that an employee, absent because of illness or injury, has exhausted sick leave accrual, the above mentioned benefits shall continue throughout the balance of the contract year.
2. Employees on paid leave shall continue to have Board contributions made according to the level described above.
3. Employees on non-paid leave, except as covered in D(1), for one month or longer, shall have the option to continue any or all of the Board paid programs as permitted by the carriers by paying the premium themselves to the Board within (30 days) of the billing date.

## ARTICLE VIII

### SICK LEAVE

#### A. Accumulative Benefits

All employees shall be granted fifteen (15) sick leave days each school year as of the first official day of the contract year. Unused sick leave shall be accumulated from year to year to a total of 180 contract days.

#### B. Notification of Accumulation

Employees shall be given, by October 1 of each year, notice of accumulated sick leave as of the beginning of the contract year.

#### C. Definition

1. Sick leave shall be that leave which is necessary because of illness, injury, or medically related disability of the employee of such nature that the employee cannot perform the duties of his/her position.
2. Sick leave shall also be that leave which is necessary because of the illness or injury of a member of the immediate family--immediate family being defined as husband, wife, children, parents of spouse and parents of employee or other member of the immediate household. Employees shall be required to fill out the sick leave form which shall provide for reasons for the sick leave and file the same with the building principal within five (5) school days after the return from the sick leave.

#### D. Job Related Illness or Injury

Absence due to injury or illness incurred in the performance of duties in accordance with board policy shall be charged against sick leave unless salary reimbursement is covered by workmen's compensation.



ARTICLE IX  
TEMPORARY LEAVES OF ABSENCE

A. Request of Temporary Leave

Requests for temporary leave shall be filed in writing with the employee's principal or immediate supervisor, a sufficient time in advance for the request to be acted upon. In case of emergency situations requests may be made and permission for such leaves granted without prior written filing of request. Properly filled out forms for the record shall be filled out upon employee's return to work.

B. Paid Leave

1. Personal

- (a) Personal leave shall be defined as absence from work for personal reasons.
- (b) Two days per year of approved personal leave with pay shall be granted all regular full time and regular part-time employees. Approved leave beyond this amount shall be without pay.
- (c) A person wishing to take personal leave shall make application through their immediate supervisor on forms provided for this purpose, indicating dates.
- (d) Personal leave days shall be granted on the day before or immediately following a holiday or a vacation period, and during the first and last week of the in-school work year for leave limited to travel and/or attendance at a graduation or wedding of the immediate family defined as: husband, wife, children, parents of spouse, parents of employee, step-children, grandchildren, brother and sister by stating the reason for the leave on the district leave form. Personal leave days shall also be granted during these time periods for an employee to travel to and/or attend a personal court proceeding by stating the reason for the leave on the district leave form. Personal leave for other personal reasons requested during the above periods shall be granted, but shall be charged off at the ratio of two days for one day of use, or one day for one-half day of use.
- (e) Employees shall receive in a payment itemized on the August pay stub for all unused personal leave days remaining at the close of the previous school year. Payment will be at the rate of \$100 per unused full day and \$50 for an unused half day.

In lieu of the above cash payment, employees that have not accumulated one hundred and eighty (180) sick days may convert unused personal leave

days into sick days. This will be at a rate of one personal leave day for two sick leave days or one-half day for one day.

2. Jury Duty

Any employee called for jury duty during school hours shall be granted leave with pay. Any fees or remuneration of the employee received during such leave shall be turned over to the North Scott School District.

3. Professional

Professional leave may be granted with the approval of the building principal and the superintendent. Professional leave shall be for the purpose of:

- (a) Visitation to view other instructional techniques or programs.
- (b) Attending conferences, workshops, or conferences of an educational nature which are of direct benefit to the teacher's teaching assignment or of direct benefit to the school district.

4. Association

Up to fifteen (15) school days shall be available, at the discretion of the Association, for representatives of the Association to attend conferences, conventions or other activities of the local, state and national affiliated organizations.

5. Bereavement

- (a) Up to ten (10) days shall be granted at any one time in the event of death of an employee's spouse or child. Up to five (5) days shall be granted at any one time in the event of death of an employee's son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, grandparent, grandchild, and any other member of the immediate household. Up to two (2) of the above days may be allowed for use, non-concurrently, to serve as executor or administrator of the estate for the relative.
- (b) Up to one (1) day shall be granted in the event of the death of a friend or relative outside the immediate family as outlined above.
- (c) When necessary additional leave days may be applied for under good cause. If such leave is not approved, unpaid leave will be granted.

C. Good Cause

Other temporary leave with or without pay may be granted by the superintendent after all other leaves for which the employee is eligible have been exhausted and is that leave which is made necessary by circumstances which cannot be controlled by the employee.

ARTICLE X  
EXTENDED LEAVES OF ABSENCE

All requests for leave covered in this Article shall be in writing and all responses in writing. Between March 1 and March 15 the superintendent will send a reminder to all employees on extended leave regarding their intention for the upcoming school year. These employees will notify the superintendent in writing of their intention by April 1st.

A. Personal Illness or Injury

An employee who is unable to work, because of personal illness or injury, and who has exhausted all sick leave or who wishes to not use any or all of his sick leave, shall be granted a leave of absence, without pay for the remainder of the contract year and may be renewed for one (1) additional consecutive semester upon written request by the employee and approval by the Board. All benefits shall continue for the balance of the original contract year. Following utilization of this leave, a subsequent request for this leave may not be made until the employee has completed a minimum of one (1) semester of work.

B. Family Illness

An extended leave of absence for up to one year, shall be granted to care for sick or injured members of the employee's family, after exhausting all sick leave or choosing not to use sick leave. Such leave shall be without pay, benefits or experience credit. Additional leave may be granted at the discretion of the Board.

C. Parental

1. Upon application to the Superintendent of School or his designee, an unpaid leave of absence may be granted for adoption or child rearing. Such leave shall be granted for a period of an entire school year or for the conclusion of the semester during which the leave commenced or for the conclusion of the school year. Upon return from an approved parental leave of absence of one year or less, the employee shall resume his/her former position if available in accordance with Article XIII, Reduction or Realignment of Staff, and if the employee so desires, including all previous rights and privileges. The employee may be reinstated prior to the conclusion of the approved leave period upon mutual agreement of the employee and superintendent.
2. An employee shall be entitled to all raises and increments upon return from such leave if the employee works at least 110 days of the school year.
3. All benefits, including insurance, shall be continued for the period of parental leave to the end of the contract year or thirty (30) days, whichever is shorter.

4. The leave may be renewed upon application and approval of the superintendent for one additional school year.

D. Association

A leave of absence for up to two years, without pay, benefits or experience credit shall be granted to any employee for the purpose of serving as an officer of the Association, its affiliates or on its staff.

E. Military

Leave of absence shall be granted for any period of active state or federal military service. Such military leave shall be without loss of status or efficiency rating and without loss of pay during the first thirty (30) days of such leave as provided in Chapter 29A of the Code of Iowa. On completion of such military service, the employee shall be entitled to resume the position formerly held without loss of salary or benefits that would have been received had such leave not been taken. Any employee whose military leave exceeds a continuous period of six (6) months shall make application for reinstatement to the superintendent or his designated representative and return to employment within ninety (90) days after termination of such military service.

F. Public Office

A leave of absence for up to four (4) years without pay, benefits or experience credit shall be granted to any employee for the purpose of campaigning for or serving in a public office.

G. Educational Improvement

A leave of absence without pay, benefits or experience credit of up to one (1) year may be granted to any employee for the purpose of engaging in study reasonably related to the employee's professional responsibility. Such study to be at an accredited college or university.

H. Outside Teaching

A leave of absence without pay, benefits or experience credit for a period of up to two (2) years may be granted to an employee who joins VISTA, Peace Corps and the National Teachers Corps or who serves as a teacher in any domestic or overseas program or institution. Upon return, the employee, if not already receiving credit for the maximum experience outside the North Scott system, may make application to have such experience evaluated for possible experience credit on the salary schedule.

I. Good Cause

Other extended leaves of absence without pay, benefits or experience credit may be granted for good cause.

J. Family Medical Leave

Employees of the District are entitled to family medical leave to the same extent and subject to the same terms and conditions as set forth in the Family Medical Leave Act of 1993 and the regulations implementing the Act. No provision of the Act is diminished by the inclusion of this provision in this contract nor are the pre-existing family or medical leave provisions of this contract diminished by the inclusion of this provision in this contract.

ARTICLE XI  
EMPLOYEE WORK YEAR

A. Regular Contract

1. Teachers

The in-school work year for employees contracted for the regular school year (other than new personnel who may be required to attend an additional number of days or orientation) shall not exceed 192 days including 180 teaching days, seven (7) in-service days, and five (5) paid holidays.

2. Nurses will be contracted for 186 days with 181 work days and five (5) paid holidays.

B. Extended Contracts

Extended contracts for a definite number of days shall be on a per diem basis.

C. Holidays

The regular and extended contract of employees shall include five (5) paid holidays. Such holidays shall be: Labor Day, Thanksgiving, Christmas, New Years, and Memorial Day.

ARTICLE XII  
EMPLOYEE HOURS

Workday

1. Hours

The total in-school workday shall consist of eight (8) hours. The arrival and dismissal times will be determined by the building principal with the approval of the superintendent. No employee shall be required to report for duty earlier than thirty (30) minutes before the opening of the student's day. On Fridays and on days preceding holidays, holiday weekends, vacations, or at the close of the school due to weather, the employee's day shall end at the close of the pupil's day.

2. Lunch Period

Employees shall have a daily duty-free lunch period of at least thirty (30) minutes.

3. Leaving the Building

Employees may leave the building during their scheduled duty-free lunch periods or for authorized work-related reasons during non-student contact time by signing out in the school office unless such time has previously been scheduled by supervision. In other instances, employees may sign out during their workday with permission of supervisor.

4. Workday

Employees shall, in addition to duty-free lunch period provided in Article XII, Section 2, have a daily non-student contact period of at least forty (40) minutes or two (2) non-student contact periods totaling at least (40) minutes during which they will not be assigned any duties. A minimum of forty (40) minutes is not to be construed as a maximum of forty (40) minutes. Such non-student contact period shall be within the normal student instructional day.

5. Released Time

North Scott certified employees covered by this contract shall be released for at least thirty (30) minutes per month prior to the close of the employee's work day for the purpose of attending one of the following: (1) general membership meeting, (2) representative council meeting, or (3) individual building meetings. Five (5) days advance notice to the superintendent will be given for the general membership or representative council meeting. Individual building meetings may be held by arrangement with the building principal.

6. Part-time Employees

Upon acceptance of a part-time assignment, the employee will receive a document clarifying work hours, conditions, and expectations.

ARTICLE XIII  
REDUCTION OR REALIGNMENT OF STAFF

A. Layoffs

When the employer determines a layoff is necessary, it will be made in the following manner: The employer will check for possible long-term leaves and resignations first. Next those employees with emergency or temporary certification shall be laid off. Layoffs shall be made from the categories listed in B. If additional layoffs are necessary, the employee with the least seniority within the category will be the next laid off. No new substitute appointments may be made while there are laid-off teachers available who are qualified to fill the vacancies. No transfer of staff shall be used to prevent reinstatement of laid-off teachers.

B. Seniority

Seniority in the district shall be defined as follows: Prior to June 30, 1982, seniority shall be equivalent to the number of years of work in the district in a position currently within the bargaining unit, or a position that would have been in the bargaining unit prior to its determination. (A year means being paid for a minimum of 110 days. no distinction is made between full and part-time employment. In cases of equal years of seniority, the initial contract signing date will be used to determine seniority.) After June 30, 1982, for new employees seniority will be defined as the number of continuous years of service to the district. (Approved non-paid leaves do not break continuous service nor add to seniority accumulation.) A year's seniority is earned if the employee is paid a minimum of 110 days in a school year. For new employees, the contract signing date will be used to determine seniority. After June 30, 1982, returning employees will maintain seniority only if service is continuous to the district unless stated elsewhere in the contract. (In all cases, no distinction is made between full and part-time employment.)



C. Seniority will be in the following categories:

Grades Preschool-6: first by staff reducing among employees hired for the 1999-2000 school year or thereafter by Department (subject areas: art, music, P.E. counselors, media specialists, special education, T.A.G., and classroom which includes reading specialist/Chapter I.)

If the staff reduction is not completed as set forth above, then by reducing the least senior employee(s) within Grades Preschool-6, including all employees whether hired before or after the above referenced school year. If the staff reduction is in a subject area (as defined above) other than the subject area where the district intends to reduce the program, then realignment of the remaining staff will be accomplished before recall in spite of the provisions of the last sentence of paragraph A above and the provisions for a volunteer in paragraph B of Article XVIII shall not be applicable. (For example: if the district intends to reduce the music program, but the least senior teacher is a classroom teacher, then the classroom teacher would be reduced and the music teacher would be transferred to the now vacant classroom position and this transfer would take place before any recall and despite there being a volunteer to fill the classroom position.)

(Note: when there are no longer any Preschool-6 employees hired for years before 1999-2000, this note and the preceding paragraph will be deleted from the Master Contract and the first paragraph above will be revised by deleting the words "first by staff reducing among employees hired for the 1999-2000 school year or thereafter".)

Grades 7-8 by Department (subject area)  
Grades 9-12 by Department (subject area)  
Nurses K-12

Those employees who previously taught in a dual category 7-12 will retain seniority in new category 7-8 or 9-12 for the number of years taught in that dual category and will have the full number of years of service to the district credited as seniority to his/her present category.

Any employee that transfers to another category or department (subject area) will retain seniority for the number of years taught in the previous category or department (subject area) and will begin to accumulate seniority in the new category or department (subject area). Those employees teaching in more than one subject area will be granted a full year of seniority in each of the subject areas (department).

If a position in a category or department (subject area) is eliminated, the employee, by virtue of seniority in a previous category or department (subject area) will then have an opportunity to enter another category or department (subject area) if they have had previous teaching experience in the District in such category or department (subject area).

D. Recall Rights

1. Any employee laid off pursuant to this article shall have recall rights to any position for which he/she is or may become certified for two (2) years from the effective date of his/her layoff. The effective date of layoff is June 30th. Recall shall be in order of district seniority as defined in paragraph B above. In case of further ties in seniority, the tie will be broken as follows: the employee with the most district experience in the recall area of teaching shall be recalled first and if a tie remains then it will be broken by a random drawing. Drawings shall be witnessed by at least one person and the affected employees and/or their representatives will be provided with the opportunity to be present at the drawing.
2. An employee selected for recall will be informed by the District of his/her re-employment, in writing. Such written notice shall specify the position to which the employee is being recalled and the date of such recall. Any such notice shall be mailed certified mail, return receipt requested, to the last known address of the employee in question as shown on the school district's records. A copy shall be sent to the Association president by ordinary mail. Any such notice shall be considered received by the employee on the date the return receipt is signed. Within five (5) calendar days after an employee receives this notice of re-employment, he/she must advise the Superintendent or Board Secretary in writing either hand delivered and receipted for or by certified mail, return receipt requested, that he/she accepts the position offered in such notice. Any and all re-employment rights granted to an employee on staff reduction shall terminate upon such employee's failure to accept a recall within the five (5) calendar days. It shall be the responsibility of each employee on staff reduction to keep the Superintendent advised of his/her current address. In the event the certified mail is returned undelivered, the employee's recall rights will terminate fifteen (15) calendar days after the date of original mailing.
3. Any employee re-employed by exercising his/her recall rights shall be given related benefits and experience, such as accrued sick leave, seniority status, and salary placement upon his/her re-employment in the district.
4. If a recalled employee is offered a position that is not equivalent in time (i.e., full time offered half time) and refuses the position, the employee does not forfeit his/her recall rights.
5. An employee hired to replace bargaining unit personnel on approved leave or hired because of unexpected circumstances shall be referred to hereafter as a replacement employee. A replacement employee will not be entitled to recall rights until he/she has completed 270 continuous working days or three (3) consecutive semesters on a regular basis in the district. After 270 consecutive

days a replacement employee (one hired to replace a bargaining unit person) who is laid off, will be offered the recall rights afforded in this contract, provided all eligible leave and reduction in force personnel have been recalled.

6. Part-time employees who are laid off have recall rights only to an equivalent part-time position (not full time). This does not preclude the District from offering a part-time employee a full time position, unless the employee was initially a full time employee who was subsequently reduced in time to part-time. In this latter case, the employee would have the rights to a full time position should they be laid off.
7. Should a layoff result in a situation where a part-time employee refuses to take a full time position, the district has the right to fill the full time position in whatever manner they deem to be in the best interest of education for the District in that a part-time more senior employee could be laid off and a less senior employee placed in the full time position.
8. Nothing in the foregoing shall be construed in such a way as to prohibit the employer from directing the work of its employees.
9. Any employee, who is laid off for reasons of staff reduction or realignment shall be accorded the recall rights provided by this agreement unless specifically waived in writing. The Board shall annually provide the Association with a current list of those who have retained such rights as provided by this agreement.

ARTICLE XIV  
HEALTH PROVISIONS

A. Physical Examinations

Physical examinations shall be required of personnel upon their initial appointment. After employment, the employee shall have a physical examination every three (3) years unless otherwise required by law.

The examination form (Schedule E) shall be one approved by the Board of Directors and shall be provided to each employee on request.

- I. The district will not reimburse the employee for the required physical if they are covered by the district's health and major medical program.
- II. The district will reimburse the employee who is not eligible for coverage under the district's health and major medical program up to \$75.00.

The district shall provide the standard examination form (Schedule E) to be completed by the physician of the employee, such form to be returned between May 1st and the first day of student attendance of the upcoming school year.

B. Tuberculin Tests

Tuberculin tests shall be as often as required by State law and/or State education standards. The mantoux skin test shall be used, if available, if the employee has not reacted to this test previously. All persons with previous or newly discovered positive reactions shall have x-rays paid by the district.

ARTICLE XV  
SAFETY PROVISIONS

- A. The School Board shall cooperate with their insurance company, the local fire departments, and OSHA (Occupational State Health Act) in providing a safe place of employment.
- B. Employees shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety and well-being.
- C. The Board shall provide in each building or make accessible through a phone call, properly trained personnel and the equipment necessary to insure proper first aid treatment for employees.

ARTICLE XVI  
EMPLOYEE EVALUATION

- A. Employees will be formally evaluated at least once every three years. The building principal and/or assistant building principal shall formally evaluate each employee in writing. A copy of any written formal evaluation will be provided to the employee.
- B. Within three (3 ) weeks after the beginning of each school year, the appropriate supervisor will explain the formal evaluation procedures to employees and will identify the employee's primary evaluator(s). No formal evaluations shall occur until such explanation has taken place.
- C. Observations are not to be considered the evaluation but do contribute to it. All classroom observations of an employee shall be conducted with the full knowledge of the employee. While these observations may vary in frequency and duration, at least one twenty-minute observation must be made prior to the formal evaluation.
- D. A conference to discuss formal written evaluations shall be held between the employee and the evaluator(s) as soon as practical. Two copies shall be signed by both parties. Signing shall not necessarily mean agreement with the evaluation but rather awareness of the content. The evaluator shall provide at least 24 hours notice of the time of the conference.

- E. If an employee believes the employee's formal evaluation is incomplete, inaccurate or unjust, the employee may set forth his/her objections in writing and have them attached to the evaluation report to be placed in the employee's personnel file(s). The file copy of such objections shall be signed by both parties to indicate awareness of the content. Evaluations shall be subject to the grievance procedure only in the case of a needs improvement or a recommendation for continued evaluation.
- F. Employees shall have the right to review and reproduce the contents of their personnel file(s) except confidential evaluative college material. An employee's personnel file(s) shall be available for the employee's inspection. A representative of the Association, at the employee's request, may accompany the employee in this review. The employee shall have the right to respond to all materials contained in his/her file(s), which responses shall become a part of his/her file(s). Copies of any materials evaluative in nature or relating to the employee's work assignment which are placed in his/her personnel file(s) are to be provided to the employee within ten (10) school days of its placement in the file(s).
- G. When the need for improvement is noted in the formal written evaluation, the employer shall provide the employee with specific recommendations in writing and accompanying the evaluation. A signed copy shall be retained by the evaluator and the employee. Failure to meet the recommendations may result in a recommendation to terminate the employee's contract. Absence of the same deficiency(ies) in the next formal evaluation shall be interpreted to mean adequate improvement has taken place.

ARTICLE XVII  
VOLUNTARY TRANSFERS

A. Definition

The movement of an employee to a different assignment due to a vacancy shall be considered a transfer.

B. Notification of Vacancies

1. Date

The superintendent shall deliver to the president of the Association and post in all school buildings, a list of teaching vacancies which occur during the school year and for the following school year upon Board approval of such vacancies.

2. Filing Requests

Employees who desire a change in grade and/or subject assignment or who desire to transfer to another building, may file a written statement of such desire with the superintendent. Such statement shall include the grades and/or subjects to which the employee desires to be assigned and the school or schools to which the employee desires to be transferred in order of preference. Such requests for transfers and reassignments for the following year shall be submitted not later than May 15 except in cases of involuntary transfer caused by reduction in force.

3. Posting

As soon as practical and no later than June 1, the superintendent shall post all completed transfers in each school and deliver to the Association a system-wide list of all persons being transferred and nature of such transfer. All vacancies shall be posted and all requests of staff within the district will be considered for vacancies.

C. Procedure

In determination of request for voluntary transfer, the wishes of the employee shall be honored to the extent that the transfer does not conflict with the instructional and educational requirements of the school district. All applicants will be interviewed by the principal of the building to which the applicants are wishing to transfer. All requests for transfer shall be considered on an equitable basis. If more than one employee and/or applicant has applied for the same position, the determination as to the individual receiving the position shall be made on the needs of the instructional and educational program, seniority, certification and academic preparation except that teachers who will have been in their previous position two years or less at the actual effective date of transfer shall have their request honored only if both principals involved agree to the transfer.

D. Return Rights

Any employee who transfers to an administrative or supervisory position and who later returns to former status shall be entitled to retain such rights as may have accrued under this contract prior to such transfer.

ARTICLE XVIII

INVOLUNTARY TRANSFERS

A. Definition

The movement of any employee to a different assignment, due to a vacancy, shall be considered a transfer. Involuntary transfers shall be those initiated by the employer.

B. If in the final judgment of the employer it is necessary for the employer to initiate a transfer and there is no suitable volunteer available, the principal of the building in which the employee works shall inform the employee in writing of the reasons for transfer.

C. Employer initiated transfers of an employee will not be effective until a personal conference has been held between the employer and the employee.

D. Involuntary transfers shall not be made for arbitrary and capricious reasons. Should any grievance ever be pursued to arbitration under this provision, the authority of the arbitrator shall be limited to deciding only whether there was lacking any non-arbitrary, non-capricious rationale for the transfer and the arbitrator shall not be empowered to order any remedy should he find any such rationale not to exist.

E. Any employee who shall be transferred to an administrative or supervisory position and who later returns to former status shall be entitled to retain such rights as may have accrued under this agreement prior to such transfer.



## ARTICLE XIX

### COMPLIANCE CLAUSES AND DURATION

A. Compliance Between Individual Contracts and Comprehensive Agreement

Any individual contract between the Board and the individual employee, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of the agreement. If an individual contract contains any language inconsistent with the agreement, this agreement during its duration shall be controlling.

B. Separability

If any provision of this agreement or any application of this agreement to any employee or group of employees is held contrary to law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law and the Board and Association shall enter into immediate negotiations to comply with the law. All other provisions or applications shall continue in full force and effect.

C. Printing Agreement

Copies of this agreement will be printed. The cost of materials shall be divided equally with the Board assuming production costs. Copies of this agreement shall be given to all present and new employees by the Board and the Board provide the Association with seventy-five (75) copies.

D. Notices

Whenever any notice is required to be given by either of the parties to this agreement to the other, pursuant to the provision(s) of this agreement, either party shall do so by telegram or letter at the following designated addresses or at such other address as may be designated by a party in written notification to the other party:

1. If by Association, to Board: President at his/her home mailing address,
2. If by Board, to Association: President at his/her home mailing address.

E. Duration Period

This agreement shall be in force and effect from July 1, 2006, until June 30, 2008.

The parties agreed to establish 07-08 salaries based upon a total package increase that will be based upon the district new money.

2.50% to 3.99% new money = 4.46% Total Package

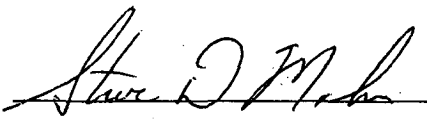
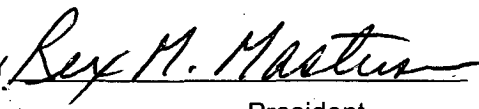
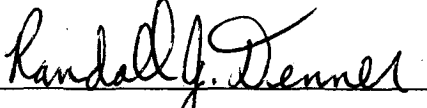
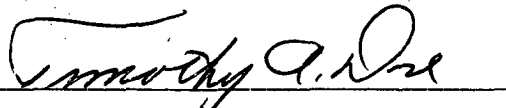
4.00% to 5.99% new money = 4.94% Total Package

6.00% to 7.99% new money = 5.52% Total Package

F. Signature Clause

In witness whereof the parties hereto have caused this agreement to be signed by their respective presidents, attested by their respective chief negotiators and their signatures placed thereon.

NORTH SCOTT EDUCATION ASSOCIATION    NORTH SCOTT COMMUNITY SCHOOL

BY		BY	
	President		President
			
	NSEA Representative		Superintendent

Schedule A  
GRIEVANCE REPORT

# \_\_\_\_\_

\_\_\_\_\_  
Date Filed

\_\_\_\_\_  
School District

\_\_\_\_\_  
Building

\_\_\_\_\_  
Name of Aggrieved Person

Distribution of Form

1. Association
2. Employee
3. Appropriate Supervisor
4. Superintendent

LEVEL II

A. Date Violation Occurred \_\_\_\_\_

B. Section(s) of Contract Violated \_\_\_\_\_

C. Statement of Grievance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Relief Sought \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

E. Disposition by Principal or Immediate Supervisor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or  
Immediate Supervisor

\_\_\_\_\_  
Date

LEVEL III

A. \_\_\_\_\_  
Signature of Aggrieved Person Date Received by Supt.

B. Disposition by Superintendent or Designee \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Superintendent of Designee Date

LEVEL IV

A. \_\_\_\_\_  
Signature of Aggrieved Person Signature of Association President

\_\_\_\_\_  
Date Submitted to Arbitration Date Received by Arbitration

C. Disposition and Award of Arbitrator \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Arbitrator Date of Decision

Schedule B  
DUES DEDUCTION AUTHORIZATION FORM

I hereby authorize the school district secretary of the North Scott Community School District to deduct from my salary, as specified below, my professional dues in the National, State and Local Association.

Option:

1. The deduction shall be made in six (6) equal installments of \$ \_\_\_\_\_ totaling \$ \_\_\_\_\_ beginning with the salary check issued on or about the 20th day of September and continue through February.
2. The deduction shall be made in twelve (12) equal installments of \$ \_\_\_\_\_ totaling \$ \_\_\_\_\_ beginning with the salary check issued on or about the 20th day of September and continue through August.

It shall be understood that this authorization may be revoked in writing at any time by a thirty (30) day notice to my employer and to the North Scott Education Association.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 200 \_\_\_\_\_.

Signed \_\_\_\_\_  
(Full name of teacher)

Schedule C  
North Scott Community School District

\$25,180 Base

SALARY SCHEDULE  
2006-2007

Step	1 BA	2 BA + 15	3 BA + 30	4 MA	5 MA + 15	6 MA + 30	7 Nurse	8 Deg RN
0*	25,180	26,439	27,698	28,957	30,216	31,475	20,144	24,425
1	26,439	27,698	28,957	30,216	31,475	32,734	21,403	25,684
2	27,698	28,957	30,216	31,475	32,734	33,993	22,662	26,943
3	28,957	30,216	31,475	32,734	33,993	35,252	23,921	28,202
4	30,216	31,475	32,734	33,993	35,252	36,511	25,180	29,461
5	31,475	32,734	33,993	35,252	36,511	37,770	26,439	30,720
6	32,734	33,993	35,252	36,511	37,770	39,029	27,698	31,979
7	33,993	35,252	36,511	37,770	39,029	40,288	28,957	33,238
8	35,252	36,511	37,770	39,029	40,288	41,547	30,216	34,497
9	36,511	37,770	39,029	40,288	41,547	42,806	30,216	35,756
10	37,770	39,029	40,288	41,547	42,806	44,065	30,216	37,015
11	39,029	40,288	41,547	42,806	44,065	45,324	30,216	38,274
12	39,029	41,547	42,806	44,065	45,324	46,583	30,216	38,274
13	39,029	41,547	44,065	45,324	46,583	47,842	30,216	38,274
14	39,029	41,547	44,065	46,583	47,842	49,101	30,216	38,274
15	39,029	41,547	44,065	46,583	49,101	50,360	31,475	39,533
16	39,029	41,547	44,065	46,583	49,101	51,619	31,475	39,533
17	0	41,547	44,065	46,583	49,101	51,619	31,475	39,533
18	0	42,806	45,324	47,842	50,360	52,878	31,475	39,533
19	0	42,806	45,324	47,842	50,360	52,878	31,475	39,533
20	0	42,806	45,324	47,842	50,360	52,878	31,475	39,533
21	0	43,436	45,954	48,472	50,990	53,508	31,475	39,533
22	0	43,436	45,954	48,472	50,990	53,508	31,475	39,533
23	0	43,436	45,954	48,472	50,990	53,508	31,475	39,533
24	0	43,436	45,954	48,472	50,990	53,508	31,475	39,533
25	0	44,065	46,583	49,101	51,619	54,137	32,105	40,162
26	0	44,569	47,338	50,108	52,878	55,648	32,105	40,162

\*Note: Effective with the 2006-07 school year, new teachers with zero years experience will be placed on step 1, and will advance one step per year thereafter.

Schedule D  
North Scott Community School District

^^^ hired prior to 7/1/98  
\*\* hired prior to 7/1/97

SUPPLEMENTAL PAY SCHEDULE  
2006-2007

Lane	\$25,180 Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
1	Baseball/Softball Hd Var	4,281.00	4,366.00	4,452.00	4,537.00	4,623.00	4,709.00	4,794.00
2	Baseball/Softball Asst Var	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
3	Baseball/Softball Hd Soph	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
4	Baseball/Softball Asst Soph	2,140.00	2,183.00	2,226.00	2,269.00	2,312.00	2,354.00	2,397.00
5	Baseball/Softball Hd Ninth	2,266.00	2,312.00	2,357.00	2,402.00	2,447.00	2,493.00	2,538.00
6	Baseball/Softball Hd Ninth ^^^	2,392.00	2,440.00	2,488.00	2,536.00	2,583.00	2,631.00	2,679.00
7	Baseball/Softball Hd Ninth **	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
8	Basketball Hd Var	5,791.00	5,907.00	6,023.00	6,139.00	6,255.00	6,371.00	6,486.00
9	Basketball Asst Var	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
10	Basketball Hd Soph	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
11	Basketball Asst Soph	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
12	Basketball Hd Ninth	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
13	Basketball Eighth Grade	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
14	Basketball Seventh Grade	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
15	Cross Country Hd Var	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
16	Football Hd Var	5,791.00	5,907.00	6,023.00	6,139.00	6,255.00	6,371.00	6,486.00
17	Football Asst Var	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
18	Football Hd Soph	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
19	Football Asst Soph	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
20	Football Hd Ninth	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
21	Football Asst Ninth	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
22	Football Hd Eighth	2,266.00	2,312.00	2,357.00	2,402.00	2,447.00	2,493.00	2,538.00
23	Football Asst Eighth	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
24	Football Hd Seventh	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
25	Football Hd Seventh ^^^	1,951.00	1,992.00	2,030.00	2,070.00	2,108.00	2,148.00	2,186.00
26	Football Hd Seventh **	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
27	Golf Hd Var	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
28	Soccer Hd Var	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
29	Soccer Asst Var	2,140.00	2,183.00	2,226.00	2,269.00	2,312.00	2,354.00	2,397.00
30	Tennis Hd Var	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
31	Tennis Asst Var	2,140.00	2,183.00	2,226.00	2,269.00	2,312.00	2,354.00	2,397.00
32	Track Hd Var	4,029.00	4,109.00	4,190.00	4,271.00	4,351.00	4,432.00	4,512.00
33	Track Asst Var	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
34	Track Asst Var ^^^	2,568.00	2,619.00	2,672.00	2,722.00	2,775.00	2,825.00	2,876.00
35	Track Asst Var **	2,619.00	2,672.00	2,724.00	2,775.00	2,828.00	2,881.00	2,933.00
36	Track Eighth Grade	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
37	Track Seventh Grade	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00

Schedule D  
North Scott Community School District

SUPPLEMENTAL PAY SCHEDULE  
2006-2007

^^^ hired prior to 7/1/98  
\*\* hired prior to 7/1/97

Lane	\$25,180 Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
38	Volleyball Hd Var	3,777.00	3,853.00	3,928.00	4,004.00	4,079.00	4,155.00	4,230.00
39	Volleyball Asst Var	2,644.00	2,697.00	2,750.00	2,803.00	2,855.00	2,908.00	2,961.00
40	Volleyball Soph	2,644.00	2,697.00	2,750.00	2,803.00	2,855.00	2,908.00	2,961.00
41	Volleyball Ninth	2,266.00	2,312.00	2,357.00	2,402.00	2,447.00	2,493.00	2,538.00
42	Volleyball Eighth	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
43	Volleyball Seventh	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
44	Wrestling Hd Var	5,791.00	5,907.00	6,023.00	6,139.00	6,255.00	6,371.00	6,486.00
45	Wrestling Asst Var	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
46	Wrestling Soph	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
47	Wrestling Ninth	3,148.00	3,210.00	3,273.00	3,336.00	3,399.00	3,462.00	3,525.00
48	Wrestling JH Head	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
49	Wrestling JH Asst	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
50	Trainer Fall	2,392.00	2,440.00	2,488.00	2,536.00	2,583.00	2,631.00	2,679.00
51	Trainer Winter	2,392.00	2,440.00	2,488.00	2,536.00	2,583.00	2,631.00	2,679.00
52	Trainer Spring	2,266.00	2,312.00	2,357.00	2,402.00	2,447.00	2,493.00	2,538.00
53	Trainer Summer	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
54	Athletic Director JH	5,791.00	5,907.00	6,023.00	6,139.00	6,255.00	6,371.00	6,486.00
55	Cheerleading Var Fall	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
56	Cheerleading Var Winter	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
57	Cheerleading Asst HS Fall	1,259.00	1,284.00	1,309.00	1,335.00	1,360.00	1,385.00	1,410.00
58	Cheerleading Asst HS Winter	1,259.00	1,284.00	1,309.00	1,335.00	1,360.00	1,385.00	1,410.00
59	Cheerleading JH	1,259.00	1,284.00	1,309.00	1,335.00	1,360.00	1,385.00	1,410.00
60	Cheerleading JH ^^^	1,309.00	1,335.00	1,362.00	1,387.00	1,415.00	1,440.00	1,465.00
61	Cheerleading JH **	1,360.00	1,387.00	1,415.00	1,440.00	1,468.00	1,496.00	1,523.00
62	Dance Advisor	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
63	Hd Coach Add'l yrs 1 - 5	500.00	500.00	500.00	500.00	500.00	500.00	500.00
64	Hd Coach Add'l yrs 6 - 10	800.00	800.00	800.00	800.00	800.00	800.00	800.00
65	Hd Coach Add'l yrs 11 and above	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
66	Instr Music HS Dir	4,532.00	4,638.00	4,744.00	4,850.00	4,955.00	5,061.00	5,167.00
67	Instr Music HS Asst Dir	4,029.00	4,094.00	4,160.00	4,225.00	4,291.00	4,356.00	4,422.00
68	Instr Music HS Flag Line	1,259.00	1,284.00	1,309.00	1,335.00	1,360.00	1,385.00	1,410.00
69	Instr Music Eighth Grade	504.00	514.00	524.00	534.00	544.00	554.00	564.00
70	Instr Music Eighth Grade Jazz	504.00	514.00	524.00	534.00	544.00	554.00	564.00
71	Instr Music Seventh Grade	504.00	514.00	524.00	534.00	544.00	554.00	564.00
72	Drama Dir HS	4,532.00	4,623.00	4,714.00	4,804.00	4,895.00	4,986.00	5,076.00
73	Drama Dir HS Asst	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
74	Tech Dir HS	5,036.00	5,137.00	5,237.00	5,338.00	5,439.00	5,540.00	5,640.00



Schedule D  
North Scott Community School District

SUPPLEMENTAL PAY SCHEDULE  
2006-2007

^^^ hired prior to 7/1/98  
\*\* hired prior to 7/1/97

Lane	\$25,180 Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
75	Tech Dir HS Asst	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
76	Speech Dir HS	4,532.00	4,623.00	4,714.00	4,804.00	4,895.00	4,986.00	5,076.00
77	Speech Dir HS Asst	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
78	Drama Dir JH	1,007.00	1,027.00	1,047.00	1,068.00	1,088.00	1,108.00	1,128.00
79	Pressure Points Dir	3,273.00	3,339.00	3,404.00	3,470.00	3,535.00	3,601.00	3,666.00
80	Pressure Points Asst Dir	881.00	899.00	917.00	934.00	952.00	969.00	987.00
81	Vocal Music HS Dir	5,288.00	5,394.00	5,499.00	5,605.00	5,711.00	5,817.00	5,922.00
82	Vocal Music JH Dir	1,259.00	1,284.00	1,309.00	1,335.00	1,360.00	1,385.00	1,410.00
83	Vocal Music Elem Dir	378.00	385.00	393.00	400.00	408.00	415.00	423.00
84	Yearbook Advisor HS	2,770.00	2,825.00	2,881.00	2,936.00	2,991.00	3,047.00	3,102.00
85	Concessions HS	2,518.00	2,568.00	2,619.00	2,669.00	2,719.00	2,770.00	2,820.00
86	Newspaper Advisor HS	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
87	Audio-Visual Dir HS	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
88	Student Congress HS	2,014.00	2,055.00	2,095.00	2,135.00	2,176.00	2,216.00	2,256.00
89	Student Congress JH	504.00	514.00	524.00	534.00	544.00	554.00	564.00
90	Student Council Elem	504.00	514.00	524.00	534.00	544.00	554.00	564.00
91	Safety Patrol Elem	781.00	796.00	811.00	828.00	844.00	859.00	874.00
92	Math Bee/JH Math Counts	378.00	385.00	393.00	400.00	408.00	415.00	423.00
93	Future Problem Solving	378.00	385.00	393.00	400.00	408.00	415.00	423.00
94	Invent Iowa	378.00	385.00	393.00	400.00	408.00	415.00	423.00
95	History Day	781.00	796.00	811.00	828.00	844.00	859.00	874.00
96	Odyssey of the Mind	378.00	385.00	393.00	400.00	408.00	415.00	423.00
97	Mock Trial	378.00	385.00	393.00	400.00	408.00	415.00	423.00
98	United Nations	378.00	385.00	393.00	400.00	408.00	415.00	423.00
99	Voc Ag (summer) 1/4 pay scale	6,295.00	6,295.00	6,295.00	6,295.00	6,295.00	6,295.00	6,295.00
100	Class Chair Freshman	126.00	126.00	126.00	126.00	126.00	126.00	126.00
101	Class Chair Sophomore	252.00	252.00	252.00	252.00	252.00	252.00	252.00
102	Class Chair Junior	504.00	504.00	504.00	504.00	504.00	504.00	504.00
103	Class Chair Senior	504.00	504.00	504.00	504.00	504.00	504.00	504.00
104	Nat'l Honor Society Chair	504.00	504.00	504.00	504.00	504.00	504.00	504.00
105	Cross Country JH Hd	1,889.00	1,926.00	1,964.00	2,002.00	2,040.00	2,077.00	2,115.00
106	Dean of Students HS 35% of base	8,813.00	8,813.00	8,813.00	8,813.00	8,813.00	8,813.00	8,813.00

Schedule D  
North Scott Community School District

SUPPLEMENTAL PAY SCHEDULE  
2006-2007

NOTES TO SUPPLEMENTAL PAY SCHEDULE

25,180 Base

- \* An employee will be eligible to advance a step on the longevity schedule if he/she completed the listed activity in the preceding year(s).
- \* No employee will be paid at an index less than paid at in 1998-99.
- \* Employees who move to a different level within a sport or activity shall retain longevity credit within that sport or activity.

A list of all extra duty positions, classified by building and indicating those positions currently open, shall be posed in each building on the first workshop day of each school year.

Lanes 63 - 65

North Scott teachers who are coaching two or more high school sports, one of which must be a head varsity position will be granted an additional amount of money based on the number of years of coaching these sports. The high school trainer will qualify under the above provisions, provided he/she is a trainer in two or more seasons in the contract year.

Misc.

Detention Study Hall Supervisor	Index/Hrly Rate	0.00070	17.63
Weight Training Supervisor	Index/Hrly Rate	0.00070	17.63
Bus Supervisor - \$6.00/hour			
Extra Duty - \$12.00/hour			
Intramurals - \$6.00/hour			
Elementary Flag Football - \$20.00/day			
High School/Junior High Instrumental Music - 1/192 pay scale/day			
High School Home Economics - 1/192 pay scale/day			
Curriculum Study - .085% of base per hour	Index/Hrly Rate	0.00085	21.40
Driver Education - 1/192 pay schale/day			
High School/Junior High Guidance - 1/192 pay scale/day			
Librarians - 1/192 pay scale/day			
Special Olympics - \$12.00 /hour			
HS PSAT Proctor - .085% of base per hour	Index/Hrly Rate	0.00085	21.40